



**LAKE COUNTY, FLORIDA
DEPARTMENT OF GROWTH MANAGEMENT**

**CONCURRENCY APPLICATION
(INSTRUCTIONS ATTACHED)**

Application Received ___/___/___

1. Name: _____

Owner: _____ Agent: _____ Other: _____

Mailing Address: _____

Telephone No: (____) _____

2. This concurrency analysis is for purposes of:

Application: _____ Inquiry only: _____

3. Land Use: _____

4. Description of Project: _____

5. Alternate Key Number: _____

(From Tax Bill or Property Record Card)

6. TYPE OF DEVELOPMENT ORDER:

_____ Rezoning

_____ Change of Use

_____ Site Plan

_____ Development of Regional Impact

_____ Planned Unit Development

_____ Subdivision Plat

_____ Minor Subdivision

_____ Building Permit

_____ Other: _____

7. Proposed Specific Use: _____

8. Project Address: _____

Project City: _____

Section: _____ Township: _____ Range: _____ (From Legal Description of Property)

9. PROJECT SIZE AND PHASES

a. Phase Number

1

2

3

4

b. 1st C.O. in Phase (Mo./Yr.)

c. Last C.O. in Phase

d. Total Acreage

e. Dwelling Units (#/type)

OFFICE USE ONLY

CMS # _____

Project Name: _____

Site Plan #: _____

Land Use: _____

Zoning: _____

Service Area

Water: _____

Sewer: _____

Stormwater: _____

Transportation _____

Parks _____

Solid Waste _____

f. Other Land Use Square Feet: (see attached list for category/unit)

1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____

10. Signature: _____ Date: _____

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument has been acknowledged before me this ____ day of _____, 20__ by _____ who is personally known to me or who has produced _____ as identification and who did ____ or did not ____ take an oath.

Signature of Acknowledger _____

Name of Acknowledger, Typed or Printed _____

Title _____

Commission Number _____ My Commission Expires: _____

Stamp (seal)



**LAKE COUNTY, FLORIDA
DEPARTMENT OF GROWTH MANAGEMENT**

CONCURRENCY APPLICATION (CMS-1)

INSTRUCTIONS

Step One: Filing the Application

1. Enter the applicant's name, indicate if owner, agent or other, and provide a mailing address and telephone number.
2. Indicate if this accompanies an application for a Development Order or permit, or if this is an inquiry only. The review of each is identical, as is the processing fee. The results of reviewing an application are binding on the County, the results of processing an inquiry are only advisory (not binding on the County). Inquiries are usually requested by persons wishing to analyze a potential development.
3. The Land Use Category corresponds to the property from the Future Land Use Map. If you are requesting a change in Land Use from that on the currently adopted Future Land Use Map, the concurrency test will be performed as advisory only; pending the decision of the Board of County Commissioners regarding the requested amendment to the land use category of the property.
4. Briefly describe the nature of the project.
5. Provide the Alternate Key number for the parcel(s). This number is found on the Property Record Card as issued by the Lake County Property Appraiser's Office. Please provide a current Property Record Card with the application.
6. Indicate the type of Development Order being requested.
7. Enter the specific use(s) you plan for the developed property.
8. Provide the address of the subject parcel, closest municipality and the Section, Township, and Range.
9. Use the remainder of the form to describe your intended uses, densities, intensities, and timing of the proposed development.
 - a. Column headings correspond to each phase number.
 - b. Enter the month and year in which you estimate the request for the first certificate of occupancy. This estimate will let the County know when you need the public facilities.
 - c. Enter the month and year in which you estimate the last Certificate of Occupancy requested for each phase.
 - d. Enter the total acreage of each phase.
 - e. Enter the number of dwelling units being developed during each phase. (If a residential development)
 - f. Enter the other types of uses being developed during each phase. Please refer to and use the following list of categories in completing section F.

<u>Use Category</u>	<u>Unit of Measurement</u>
Dwelling Units – specify type	Number
Hotel / Motel	Number of rooms
Campground	Number of campsites
Retail / Commercial	Square footage
Service Stations	Number of gasoline pump stations (maximum number of vehicles that could fuel at same time)
Eating and Drinking	Square footage
Financial / Banking	Square footage (also specify number of drive through windows)
Parks	Acreage
Recreation / Amusement	Number of parking spaces
Golf Courses	Number of parking spaces

Health and Fitness	Number of parking spaces
Bowling Centers	Number of parking spaces
Movie Theater	Number of screens
General Office	Square footage
Medical Office	Square footage
Schools – specify type	Number of students
Industrial / Manufacturing	Square footage
Warehouses / Storage	Square footage
Churches/Religious Organizations	Square footage
Day Care	Square footage
Hospital / Nursing Homes	Number of Beds
ACLF	Each separate living quarters

10. Sign and date the application,
11. The application must be notarized.

Please complete this application in its entirety, an incomplete application will delay analysis and approval of your development order.

Step Two: Analysis

Once a complete application is filed with the Department of Growth Management, the application is processed and routed to the reviewing departments. After the analysis is complete, the applicant will receive from the Department of Growth Management a statement of whether or not there are sufficient public facilities for the development.

If facilities are available, this statement will indicate the fees required from the applicant to reserve capacity of these facilities.

The applicant will have ninety (90) days from the date on the statement to pay the reservation of capacity fees. After these ninety days have elapsed, the concurrency test must be applied for again.

Reservation of capacity must be paid prior to the issuance of any final development order.

Lot Splits:	Prior to the recordation of the lot split
Site Plans:	Prior to the approval of the site plan
Subdivisions / PUD:	Prior to the approval of the final plan